

Capital City Lodge
No. 1

KNIGHTS OF PYTHIAS
REGINA, SASK.

BY-LAWS



Meets 1st and 3rd Monday's

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CAPITAL CITY LODGE No. 1

KNIGHTS OF PYTHIAS

BY-LAWS

2/1/1910

ARTICLE I.

NAME

This Lodge shall be known as Capital City Lodge No. 1, Knights of Pythias, Grand Lodge of Saskatchewan.

ARTICLE II.

CONVENTIONS

Sec. 1. The regular conventions of the Lodge shall be held on the evenings of the 1st and 3rd Mondays of each month.

Sec. 2. Notice of regular conventions shall be sent by the Keeper of Records and Seal to each member in a manner and at such times as the members shall from time to time direct.

Sec. 3. Special conventions may be called by the Chancellor Commander or at the written request of seven or more Knights who are members of this Lodge in good standing. The members shall be notified by the Keeper of Records and Seal at least twenty-four hours prior to any such special convention, and no business other than that specified on the notice shall be entered upon at that convention.

ARTICLE III.

OFFICERS

Sec. 1. The Officers of the Lodge shall consist of:—

- 1st. The Chancellor Commander
- 2nd. The Vice Chancellor
- 3rd. The Prelate
- 4th. The Master of Works
- 5th. The Keeper of Records and Seal
- 6th. The Master of Finance

- 7th. The Master of Exchequer
- 8th. The Master at Arms
- 9th. The Inner Guard
- 10th. The Outer Guard.

Sec. 2. The duties of the respective officers shall be as prescribed in the Ritual and Grand Lodge Statutes.

Sec. 3. The Officers of the Lodge shall be elected and installed in the manner provided by the Grand Lodge Statutes and subject to and in accordance with all the requirements therein provided.

Sec. 4. It shall be the duty of each ritualistic officer to commit to memory his respective portion of the ritual in so far as it appertains to the opening and closing of the Lodge, and upon his failure to do so within thirty days of his installation his office may be declared vacant by the Chancellor Commander or by a vote of the Lodge.

Sec. 5. For the discharge of his duties the Keeper of Records and Seal shall receive such remuneration as may be fixed by the Lodge from time to time.

Sec. 6. The election and installation of Officers of Capital City Lodge shall be held not later than the 30th of June of each year.

ARTICLE IV.

MEMBERSHIP

Sec. 1. Qualifications for membership in the Lodge shall be as prescribed in the Grand Lodge Statutes and all applications for membership shall be on the forms provided by Supreme Lodge.

Sec. 2. The fee for membership by initiation shall be the sum of Five Dollars (\$5.00).

Sec. 3. Should the applicant be rejected the deposit fee shall be returned to him; and should he be accepted and fail to present himself for initiation within six months

of such acceptance his fee shall be declared forfeited and the whole proceedings in his case null and void.

Sec. 4. There shall be no fee for membership by deposit of card.

Sec. 5. The fee for the re-instatement of a member who has been suspended for non-payment of fees shall be the sum of Four Dollars (\$4.00) or one-half the annual dues.

Sec. 6. The mode of election of candidates for the Rank of Knight shall be in the manner prescribed in Supreme Lodge Statutes.

ARTICLE V. DUES

Sec. 1. The Annual dues of each member (except the Keeper of Records and Seal, who shall be exempt) shall be Eight Dollars (\$8.00), which shall accrue from date of initiation or election as a member by card.

Sec. 2. Dues shall be payable quarterly in advance, on the first days of January, April, July and October.

ARTICLE VI. TRUSTEES

Sec. 1. At the Annual election of Officers in June of each year, the Lodge shall elect one trustee to serve for a term of three years. The duties of the Trustees shall be as follows: The Trustees shall make all contracts and leases for Lodge Halls for the use of the Lodge. They shall have general supervision and care over the funds and property of the Lodge and the legal title to all property shall be vested in them. They may invest the funds of the Lodge in such loans, stocks or securities as the Lodge may direct; they shall collect all monies arising from such loans or investments or from the rental of property of the Lodge and shall

dispose of such receipts as the Lodge may direct. At the end of each Annual term they shall make a report to the Lodge and shall file an inventory of the property owned by the Lodge, together with a statement of all loans and investments outstanding.

ARTICLE VII. COMMITTEES

Sec. 1. In the appointment of committees in the usual course of Lodge business the Chancellor Commander shall appoint a majority and the Vice Chancellor a minority of such committees, unless ordered otherwise by the Lodge or by provision of these by-laws.

Sec. 2. The Relief Committee shall consist of the Chancellor Commander, the Vice Chancellor and the Prelate, and each shall notify the other members of such committee when any member of the Lodge is sick, disabled, or has met with misfortune, either to himself or family. Their duties will further be as specified in Supreme Lodge and Grand Lodge Statutes, provided that whenever the necessity of any individual case involves the expenditure of more than Fifty Dollars the Committee shall place the matter before the Lodge as promptly as possible, at any regular or special convention thereof, that the Lodge may take formal action thereon and give specific directions and authority to the Relief Committee in such case.

Sec. 3. Upon the date of installation of Officers at the beginning of each Annual term, the Chancellor Commander shall appoint a Finance Committee of three members to serve during such term. The Keeper of Records and Seal and Master of Finance, the Master of the Exchequer, or a member of the Board of Trustees shall not be eligible to appoint-

ment on the Finance Committee. The duties of the Finance Committee are to superintend the financial affairs of the Lodge and to examine all accounts submitted to them before passing the same for payment.

Sec. 4. On the First regular convention of the last month in each annual term, the Chancellor Commander shall appoint an Audit Committee of two members, neither of which shall be an office holder in the Lodge, either elected or appointed. It shall be the duty of this Committee to audit the books and accounts of the Lodge, and at the first regular convention of the new Annual term, to submit to the Lodge in writing a detailed statement of the financial standing of the Lodge.

Sec. 5. The member first named on a committee shall act as chairman until another is chosen by the members of the committee.

Sec. 6. A member may excuse himself from serving on a committee if at the time of his appointment he is a member of two other committees.

Sec. 7. When a member who is absent from the Lodge has been appointed to serve on a committee, it shall be the duty of the Keeper of Records and Seal to at once notify such member of his appointment and the nature of the duties he is to perform.

Sec. 8. A committee shall not be discharged until all debts contracted by it have been paid.

ARTICLE VIII

FUNDS

Sec. 1. All monies collected by the Master of Finance shall immediately be handed over to the Master of Exchequer and deposited by him in the Bank Account of the Lodge. All payments of the accounts of the Lodge must be made by cheque and all

cheques shall be signed by the Chancellor Commander and the Master of Exchequer.

Sec. 2. Immediately after the installation of Officers each Annual term the Keeper of Records and Seal shall notify the proper officer of the Bank wherein the account of the Lodge is kept, giving the names and specimen signatures of the Chancellor Commander and Master of Exchequer for the current term, such notice to bear the seal of the Lodge.

ARTICLE IX.

APPROVAL OF MINUTES

At every regular convention of the Lodge, after the minutes of the previous convention have been read and approved the Chancellor Commander shall enter below the last entry of the said minutes, on the left of the page opposite the signature of the Keeper of Records and Seal, the word "Approved" followed by the date, and sign his name and official title thereunder.

ARTICLE X.

RULES OF ORDER

Parliamentary rules shall govern in all matters of debate, or in the work and business of the Lodge, except in the conferring of ranks.

ARTICLE XI.

SUBSCRIPTION TO BYLAWS

Every member must affix his signature to these bylaws, in a book to be kept for that purpose by the Keeper of Records and Seal.

ARTICLE XII.

ORDER OF BUSINESS

Sec. 1. The Lodge shall be opened in the Prescribed ritualistic manner and form, and then proceed as follows:

1. Roll call of officers and noting absentees.
2. Reading of Minutes of previous convention.
3. Report of Sick members or a member's family in distress, or any member of the Lodge who is out of employment.
4. Report of Relief Committee.
5. Does any member desire to join the Pythian Sister.
6. Does any member desire to join the D.O.K.K.
7. Does any member desire insurance in the Pythian Mutual Benefit Society.
8. Report of Investigating committee and balloting for candidates.
9. Application for membership read and referred.
10. Absence of Officers heard and acted upon.
11. Initiation of candidates who have been elected and conferring ranks.
12. Report of committees and trustees.
13. Communications, Notices, Accounts, etc.
14. Unfinished business.
15. New Business.
16. Collection of dues.
17. Good of the Order.
18. Report of the Master of Finance and Master of Exchequer.
19. The counting of rituals by the Master at Arms and his report to the Chancellor Commander.
20. Close in due form.

ARTICLE XIII. ALTERATION OF BYLAWS

Sec. 1. Any action of the Grand Lodge or edict of the Grand Chancellor which may conflict with any part of these Bylaws, shall have the effect of an amendment without any action on the part of the Lodge.

Sec. 2. These Bylaws, or any part thereof, may be amended or repealed, and others substituted in their stead, by a notice of motion given in writing at a regular convention, which shall be entered on the minutes and inserted on the notices for the next regular convention, when the proposed alteration shall come before the Lodge for discussion. The assent of two-thirds of the members present shall be necessary for the adoption of such an amendmnet, appeal or alteration, which must be submitted to the Grand Chancellor before the same becomes a Law.

THIS is to certify that the foregoing copy of these Bylaws has been adopted by Capital City Lodge No. 1, Knights of Pythias.

DATED at the City of Regina, in the Province of Saskatchewan this 27th day of January, A.D. 1940.

K. R. and S.,

ARTHUR G. ENSWORTH.

Chancellor Commander,

A. J. C. THOMPSON.

(Seal)

The foregoing Bylaws are hereby approved,
given under my hand and Seal of Office.
January 27th, 1940.

W. CECIL BOYD,

Grand Chancellor.

(Seal)

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